

AGENDA



Thursday, May 22, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 15

Subject: Authorize award, negotiation, and execution of a 12-month requirements service contract with FRONTIER ASSOCIATES LLC., Austin, TX, for the purchase of software, implementation, annual maintenance and support, and business process services for Austin Energy's Energy Efficiency Services in an estimated amount not to exceed \$350,000, with four 12-month extension options in an estimated amount not to exceed \$150,000 per extension option, for a total estimated contract amount not to exceed \$950,000.

Amount and Source of Funding: Funding is available in the Fiscal Year 2007-2008 Operating Budget of Austin Energy. Funding for the extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Art Acuña, Senior Buyer, 322-6307

Purchasing Language: Best evaluated proposal of two proposals received.

MBE/WBE: This purchase will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract will provide implementation software, services, annual maintenance and support, and business process services for selected business functions within AE's Energy Efficiency Services (EES).

The vendor will provide software, business processes, and services to manage rebate and incentive program business functions for commercial, residential and multi-family customers. Specifically, the project will standardize, automate and consolidate various business processes, data and data sources used. These include marketing of available programs and technologies, receipt of requests and planning, assignment and tracking of processing steps to staff, third parties and customers, issuance of a rebate or incentive, data management of the industry and related data.

Approval of the contract will facilitate a unified workflow and provide user-friendly navigation through the energy incentive tracking process for customers. AE employees within EES will consolidate multiple energy incentive tracking systems and processes into one comprehensive, standardized solution which will streamline the processing of the customer's application.

Approval of the contract will also enable AE's processing staff to cross-train and cross function for all energy incentive programs. Web-based access for all staff for data entry into the system via the Internet and tracking energy incentive status is expected. Access for COA vendors, contractors and customers will provide maximum use with minimum AE staff data entry while preserving AE oversight. MBE/WBE solicited: 1/0 MBE/WBE bid: 0/0

PRICE ANALYSIS

a. Adequate competition.

- b. Thirty-five notices were sent, including one MBE. There are no known WBEs for these services. Two proposals were received, with no response from the MBE.
- c. This is the first purchase of its type: therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

- a. Best evaluated proposal.
- b. The Purchasing Office concurs with AE's recommended award.
- c. Advertised on the Internet.